

# Preliminary Assessment Report

## Project 3015143, 3206 HARVARD AVE E

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**Assessment Completed:** 4/19/2013

**Project Description:** Demolish existing building, preserve historic facade. Construct 4-stories of new apartment building above.

**Primary Applicant:** [Heather Beckford](#)

This report lists the results of a preliminary assessment of your project requirements by various city departments. It's based on the project characteristics described on your site plan and preliminary application form. If your project required a pre-application site visit (PASV), the results of that site visit are also included. The goal of this report is to help you create a complete submittal package and reduce the need for corrections once your application has been submitted.

### Next Steps

1. Review the requirements in this report and contact the staff members listed below with questions.
2. If a street improvement plan is required, develop and submit it to the Seattle Department of Transportation (SDOT). **The Department of Planning and Development (DPD) will not accept your permit application until your street improvement plan is approved as 60% complete by SDOT. See [SDOT Client Assistance Memo 2213](#) for guidance about the 60% complete approval process.**
3. Schedule an appointment for permit application intake with DPD. **Please bring a copy of this report to your intake appointment.**

### Questions About This Report

If you have questions about the information in this report, contact the appropriate city staff member for each section.

#### DPD Drainage Requirements

Joseph P Berentsen, (206) 684-8613, [Joe.Berentsen@seattle.gov](mailto:Joe.Berentsen@seattle.gov)

#### DPD Land Use Requirements

Bradley K Wilburn, (206) 615-0508, [Bradley.Wilburn@Seattle.Gov](mailto:Bradley.Wilburn@Seattle.Gov)

#### DPD Preapplication Site Visit Requirements

Matthew S Recker, (206) 233-5034, [Matt.Recker@seattle.gov](mailto:Matt.Recker@seattle.gov)

#### Seattle City Light Requirements

Ray Ramos, (206) 615-1193, [ray.ramos@seattle.gov](mailto:ray.ramos@seattle.gov)

#### Seattle Department of Transportation Requirements

Tammy Frederick, [tammy.frederick@seattle.gov](mailto:tammy.frederick@seattle.gov)

#### Seattle Public Utilities Requirements

Steve Resnick, (206) 233-7234, [ResnicS@seattle.gov](mailto:ResnicS@seattle.gov)

#### Water Availability

K Younge, (206) 684-5975, [Karen.Younge@Seattle.Gov](mailto:Karen.Younge@Seattle.Gov)

## Other Resources

- General questions about the permit process: Contact the DPD Applicant Services Center (ASC) at 206-684-8850.
- Overview of the permit application process: [5 Steps for a Successful DPD Application Submittal](#).
- User-friendly guides to city permitting processes: [DPD](#) and [SDOT](#) Client Assistance Memos.
- [Detailed zoning information](#).
- [DPD's Checklists & Standards](#), designed to help you make sure your permit application is complete and ready for review.

## Requirements

### **DPD Drainage Requirements**

The following requirements are based on the current stormwater and side sewer codes.

#### **Existing Public Drainage Infrastructure**

Combined sewer main location: Eastlake Ave. E.

Combined sewer main size: 18" Diameter

#### **Drainage**

The drainage point of discharge (SMC 22.805.020) is located at: Combined sewer.

#### **Flow Control Compliance**

All new, replaced, and disturbed topsoil shall be amended with organic matter per rules promulgated by the Director prior to completion of the project to improve onsite management of drainage water flow and water quality per SMC 22.805.020.E. A completed [Construction Stormwater Control and Soil Amendment Standard Plan](#) is required.

Submit a [Standard Drainage Control Plan for Small Projects](#) including the [GSI Requirement Calculator](#). For projects with 5,000 square feet or more of new plus replaced impervious surface, a comprehensive drainage control plan and construction stormwater control plan shall be prepared by a licensed engineer.

#### **Water Quality**

No requirements

#### **Wastewater**

All homeowners and building owners in King County's service area whose home or building was newly connected to the King County sewer system on or after Feb. 1, 1990 must pay a [King County Capacity Charge](#).

#### **Permanent and Temporary Dewatering**

The footing drain (if part of building plan) point of discharge (DPD DR 4-2011) is located at the following: Combined system.

### **DPD Land Use Code Requirements**

#### **Street Requirements**

Based on the scope of the proposed project, the following street improvements are required per Chapter 23.53 of the Seattle Municipal Code. Please review Right-of-Way Improvements Manual for design criteria (<http://www.seattle.gov/transportation/rowmanual/manual/>). Show required street improvements on your "enhanced site plan" at DPD permit application intake. If an SDOT Street Improvement Plan (SIP) is required, please list SDOT project number and SDOT contact name on the enhanced site plan. Street Improvement Plans must be accepted by SDOT prior to DPD permit application intake.

#### **HARVARD AVE E**

Street trees shall be provided in the planting strip according to Seattle Department of Transportation Tree Planting Standards. Contact SDOT Urban Forestry (for residential projects: (206) 684-TREE; for all others: (206) 684-5693), to determine species of tree and standards of planting. Please add a note to the site plan showing size, location and species of tree to be planted.  
<http://www.seattle.gov/transportation/treeplanting.htm>.

Any planting proposed within the ROW must be reviewed and approved by DPD and SDOT.

## E MARTIN ST

Pavement could be required to be installed or widened in the portion of right-of-way abutting this lot.

Curbs will be required to be installed in the portion of right-of-way abutting this lot.

A concrete sidewalk will be required to be installed in the portion of right-of-way abutting this lot.

Drainage may be required to be installed in the portion of right-of-way abutting this lot. Please contact SDOT for more information.

Street trees shall be provided in the planting strip according to Seattle Department of Transportation Tree Planting Standards. Contact SDOT Urban Forestry (for residential projects: (206) 684-TREE; for all others: (206) 684-5693), to determine species of tree and standards of planting. Please add a note to the site plan showing size, location and species of tree to be planted.

<http://www.seattle.gov/transportation/treeplanting.htm>.

Any planting proposed within the ROW must be reviewed and approved by DPD and SDOT.

## Alley Requirements

### ALLEY EAST OF SITE

A .5 foot dedication is required. Refer to SDOT CAM 2203. Please see

[http://www.seattle.gov/transportation/stuse\\_docs.htm](http://www.seattle.gov/transportation/stuse_docs.htm).

## Land Use

Based on the project scope. SEPA may be required. See DPD Director's Rule 17-2008 for more details (<http://web1.seattle.gov/dpd/dirrulesviewer/>).

Design Review is required; see CAM 238 for more details. Departures from development standards should be identified as early as possible in the application process.

Preliminary screening of your project has been completed and it appears that your proposal is located in an environmentally critical area (ECA) which may require an ECA review and SEPA. For additional information about ECAs and SEPA, visit the DPD website (<http://www.seattle.gov/dpd/Codes/>).

Based on the preliminary scope, the project may qualify for a specific exemption under the Environmentally Critical Areas Ordinance. Application and decision on the exemption must be made before submittal of a application. See CAM 327 for more details.

The preliminary scope identifies modification or demolition of a designated historic landmark and/or is located in a landmark district. Application for a certificate of approval from the Department of Neighborhoods is required before submittal of an application. See CAM 3000 for more details.

## Notes to Applicant

It appears East Martin Street is a candidate for exceptions to street improvement requirements. Please refer to CAM 205, Street and Alley Improvement Exceptions - Description and Application Instructions. If alley is not used for access then a 0.5 foot setback will be required instead of dedication. Additionally, accommodating future grade of alley and no-protest agreement will be required

## Other Requirements

A presubmittal conference is required before to submitting an application. Details for preparing and submitting a presubmittal request form can be found at our Web site

([http://www.seattle.gov/dpd/Publications/Forms/Building\\_Permit/default.asp](http://www.seattle.gov/dpd/Publications/Forms/Building_Permit/default.asp)).

## Pre-Application Site Visit (PASV) Requirements

PASV report requirements may be subject to additions, changes, or modifications by the department. The purpose of the report is to alert the applicant that there may be unusual or complex site conditions that trigger requirements from the department regarding this project. **The applicant is responsible for providing all required documents at the intake appointment.** If you have questions about this report or the PASV process, please contact the DPD Site Development Team at (206) 684-8860.

**Note:** Any project application associated with the development site can utilize the results from this PASV if the application is accepted by DPD within 24 months of the above inspection date. After 24 months, the applicant must apply for another PASV. No extensions will be granted.

## ECA Mapping Unit and Type

This project site appears to include the following ECAs and/or buffers:

Steep slope

## Earth Disturbance

If excavation has the potential to encroach on adjacent property in order to facilitate construction activity, please provide documentation of consent from the adjacent property owner. Show area of proposed encroachment on the submitted drawings and detailed cross-sections.

If temporary cuts greater than 1h:1v will be required in order to facilitate construction activity, please provide a geotechnical engineer's verification that soil conditions allow cuts to stand unsupported. Include detailed cross sections.

Please show all existing and proposed retaining walls/rockeries and the exposed height.

If shoring will be required, please provide submittals by geotechnical and structural engineers and show the proposed system on the submitted drawings. Include detailed cross sections.

## **Existing ROW Conditions**

### **HARVARD AVE E**

Street conditions:

Asphalt paving

Curb conditions:

Curb adjacent to site

Concrete

Approximate curb height: 3-4 inches

A storm inlet does not appear to be located <350 ft from the site and prior to crossing a public right of way.

### **E MARTIN ST**

Street conditions:

Unopened

Visible pavement width is: Pedestrian-only stairs

Curb conditions:

### **ALLEY EAST OF SITE**

Concrete paving

V-shaped cross-section

Downstream inlet prior to crossing sidewalk

## **Potential Impacts to Seattle Parks Property**

No parks property in vicinity

## **Tree Protection**

Trees greater than 6 inches in diameter as measured 4.5 ft above ground are present on the site but not shown on the site plan. Show the dripline of

1) **all** trees on the site,

2) adjacent trees that encroach on the site that are greater than 6 inches in diameter as measured 4.5 ft above ground, and

3) **all** trees located in the adjacent ROW.

Include common and scientific names for all trees shown. For more information, see [Director's Rule 16-2008](#) and [CAM 242](#).

Per [SMC 25.11](#) and [DR 16-2008](#), exceptional trees may be located on the site. Clearly label all exceptional trees.

## **Construction Stormwater Control**

All projects with earth disturbance, regardless of size, require temporary and permanent stormwater control in accordance with the Construction Stormwater Control (CSC) Technical Requirements Manual ([DR 16-2009, Volume 2](#)).

### **Show the following on the CSC/Post Construction Soil Amendment Plan:**

Place compost socks, compost berms, filter fabric fencing, straw bales, straw wattles, or other approved perimeter control BMPs to eliminate construction stormwater runoff.

Show the location of a stabilized construction access to the site; show methods to eliminate uncontrolled conveyance of mud and dirt into the right of way (ROW).

Place silt-trapping inserts in receiving catch basins located within 10 feet of construction entrance.

Cover bare soil with compost blankets, straw, mulch, matting, or other approved equal to control construction stormwater runoff.

Cover stockpiles and bare slopes with compost blankets, tarps, matting or other approved equal to control construction stormwater runoff.

A First Ground Disturbance inspection is required before any ground disturbance related to this permit, including demolition, tree cutting, clearing, grubbing, and grading. After your permit is issued, schedule an

inspection by calling (206) 684-8900 or [online](http://web1.seattle.gov/DPD/InspectionRequest/default.aspx) at <http://web1.seattle.gov/DPD/InspectionRequest/default.aspx>.

## Inspectors Notes

Site is mapped ECA type 1. Specify locations and depths of proposed grading activities. Additional information may be required with any subsequent construction permit applications.

## Standard Submittal Requirements for Projects in an ECA

Submit a geotechnical report with the permit intake submittal package. Geotechnical report must be signed and stamped by a geotechnical engineer licensed in the State of Washington per [SMC 22.170.070](#), [SMC 25.09](#), and [Directors Rule \(DR\) 18-2011](#).

Provide a topographic survey with 2-foot contours on and within 25-feet of the property, stamped by a licensed land surveyor (see [25.09.330A](#))

Delineate the clearing limits on the site plan

Provide a vegetation restoration plan per SMC [25.09.320](#), [CAM 331](#) and [CAM 331A](#). **Prior to any vegetation removal in the critical area, review, approval, and a preconstruction meeting is required**

Delineate the steep slope critical area on a site plan based on the survey (per SMC 25.09.020 A3b(5)).

Provide area calculations for the steep slope delineation.

Show the steep slope buffer. Generally, the buffer is 15-feet from the top and/or toe of the slope

Construction activity area appears to be within the steep slope critical area and/or its associated buffer. A steep slope variance may be required (see SMC 25.09.180E.1)

## Seattle City Light Requirements

### Street/Alley Requirements

#### E MARTIN ST

Working Clearance: State law requires construction workers, their tools, machinery, equipment, and materials to maintain a 10-foot clearance from power lines. Review WAC 296-24-960 and OSHA 1910.333(c)(3)(i). Transmission lines require greater clearance. To work near power lines, notify SCL well in advance to de-energize and ground the lines, or relocate the lines temporarily. This SCL work is done at the project's expense. There are overhead high voltage lines along E Martin St.

Other requirements: Additional Working Clearance Requirements: For cranes and derricks in construction, there is a new OSHA standard for clearance from overhead power lines. The new standard is 20 feet from overhead power lines.

#### ALLEY EAST OF SITE

Other requirements: Seattle City Light has secondary overhead electrical wires running along the alley. Construction at the site must not damage these overhead wires.

Based on our assessment of the size of your project, you may need transformers on your private property for power service to your building. This can be done with vaults inside the building, below-grade vaults, or above-grade pads exterior to the building. Include these facilities for your project power needs in your building plans. SCL has access, clearance, size and location requirements for vaults. Some transformers require long lead times to obtain. Contact SCL well in advance to provide electrical service size and voltage details.

### Conservation

Built Smart Programs - SCL offers developers of 5+ unit multifamily buildings incentives for installation of energy efficiency measures. From insulation and windows to lighting and appliances, take advantage of new technologies and construct a more efficient building with our help. For more information: contact Beth Rocha at (206)684-5945 / [beth.rocha@seattle.gov](mailto:beth.rocha@seattle.gov) or Meghan Pinch at (206)684-3901 / [meghan.pinch@seattle.gov](mailto:meghan.pinch@seattle.gov)

### Notes to Applicant

For new service, an Application for Electrical Service must be submitted to Seattle City Light. Please contact the Electrical Service Representative for your area several months before new service is required to determine your electric service design, service location and what kind of service is available at the building site. The Electrical Service Representative should also be contacted to coordinate electrical details for demolition and temporary power during construction. Your Electrical Service Representative is: Candace Gruber, 206-684-0791, [candace.gruber@seattle.gov](mailto:candace.gruber@seattle.gov). Be advised that it is the applicant's responsibility to seek guidance from SCL. Failure to contact SCL at your earliest convenience could severely impact your project's scope, schedule and budget. This responsibility rests solely with the applicant.

## SDOT Requirements

The City of Seattle's Right-of-Way Improvements Manual (ROWIM) and SDOT's Street & Sidewalk Pavement Opening and Restoration (PORR) Director's Rule 2004-02 may be accessed from SDOT's Street Use website at: [http://www.seattle.gov/transportation/stuse\\_docs.htm](http://www.seattle.gov/transportation/stuse_docs.htm). Whenever possible, specific reference notation for these two design documents is noted next to the design characteristics below. Be advised that these specific section and chapter references are provided as preliminary guidance only and are not comprehensive in scope.

### **SDOT Permitting Information**

Initial Review Deposit: \$2,500

SDOT Plan Requirements: Engineered plan

SDOT Permit Requirements: Group 3: Street Use Major (Type 45). A 60% complete street improvement plan (SIP) must be approved by SDOT prior to your DPD construction intake appointment. SIP Design Guidance is required for 60% complete SIP approval; apply early. Please visit SDOT's Street Use website at: [http://www.seattle.gov/transportation/stuse\\_sip.htm](http://www.seattle.gov/transportation/stuse_sip.htm) to obtain SDOT Client Assistance Memos (CAMs) and application materials to assist in developing your street improvement plan (SIP).

### **Street Improvement Requirements**

#### **HARVARD AVE E**

Tree planting. See Seattle Right of Way Improvements Manual (ROWIM) and City of Seattle Standard Plans 030, 100 and 424. Contact SDOT Urban Forestry for residential projects at (206) 684-TREE; for all others at (206) 684-5693 for approval of species and placement.

#### **E MARTIN ST**

Tree planting. See Seattle Right of Way Improvements Manual (ROWIM) and City of Seattle Standard Plans 030, 100 and 424. Contact SDOT Urban Forestry for residential projects at (206) 684-TREE; for all others at (206) 684-5693 for approval of species and placement.

Roadway Widening: See Seattle Right of Way Improvements Manual (ROWIM) and the City's Standard Plans and Specifications.

New/replacement sidewalk: See Seattle Right of Way Improvements Manual (ROWIM) as well as the City of Seattle Standard Plan 420, 421 and 422.

New/Replacement Curb: See Seattle Right of Way Improvements Manual (ROWIM) and the City of Seattle Standard Plan 410.

### **SPU Requirements**

#### **Flow Control Compliance**

All new, replaced, and disturbed topsoil shall be amended with organic matter per rules promulgated by the Director prior to completion of the project to improve onsite management of drainage water flow and water quality per SMC 22.805.020.E. For projects with 5,000 square feet or more of new and replaced impervious surface, a comprehensive drainage control plan shall be prepared by a licensed engineer.

All trail and sidewalk projects shall implement green stormwater infrastructure to the maximum extent feasible per SMC 22.805.030. Refer to DR SF-MEF and CAM 501. Table 4.6

#### **Water Availability**

Your water availability assessment is in progress. If the assessment results in water system improvements, you will be required to follow SDOT's Street Improvement Permit Process (see [CAM 2211](#) and [CAM 2213](#)).

Water Availability Certificate reference number: 20130353

Water Availability Certificate status: In Progress

### **Other Requirements**

Owners of residential property occupied by a tenant who will be displaced by housing demolition, substantial rehabilitation, change of use, or removal of use restrictions may need to obtain a Tenant Relocation License. Refer to DPD CAM 123, Seattle's Tenant Relocation Assistance Ordinance, for further information and instructions or call (206) 684-7979.

If your project involves additions or modification to or demolition of an existing building that contains four or more dwelling units or 4,000 square feet or more of non-residential area, and the building is a designated historic landmark or is 50 years old and meets the criteria set forth in SMC 25.12 for landmark designation, SEPA is required. Please contact the Department of Neighborhoods at (206) 684-0228 or [www.seattle.gov/neighborhoods/preservation](http://www.seattle.gov/neighborhoods/preservation) to determine if your building is a designated landmark or if a referral is necessary to determine if the building meets the criteria in SMC 25.12. Refer to CAM 208 for



information regarding the application requirements for a SEPA review and CAM 3000 for information regarding landmarks and historic preservation.

If the scope of your proposed project changes before your DPD intake appointment or SDOT street improvement plan application, the requirements in this report may change. If there are municipal code and ordinance changes before our DPD intake appointment, the project must meet the new code requirements. Additional street improvement requirements may be triggered if a permit application for a development project on adjacent property is also undergoing review.

Please be aware that all persons or companies working within the City limits, including all contractors, subcontractors, permit expeditors and other service providers are required to possess a valid City of Seattle business license. This license is required in addition to any other licenses required by the State of Washington, such as a contractors' license or state business license. For more information about City of Seattle business licenses, please contact inspector Michale Crooks at 206-684-8871, [Michale.Crooks@seattle.gov](mailto:Michale.Crooks@seattle.gov), or visit the [Licensing and Tax Administration Division website](#).